



AGENDA ENFIELD TOWN COUNCIL REGULAR MEETING

**Monday, March 19, 2018
7:00 PM - Council Chambers**

1. PRAYER – Donna Szewczak
2. PLEDGE OF ALLEGIANCE.
3. ROLL CALL.
4. FIRE EVACUATION ANNOUNCEMENT.
5. MINUTES OF PRECEDING MEETINGS.
 - Special Meeting March 5, 2018
 - Regular Meeting March 5, 2018
6. SPECIAL GUESTS.
 - Rachel's Challenge
7. PUBLIC COMMUNICATIONS AND PETITIONS.
8. COUNCILOR COMMUNICATIONS AND PETITIONS.
9. TOWN MANAGER REPORT AND COMMUNICATIONS.
 - Project and Activities Report
10. TOWN ATTORNEY REPORT AND COMMUNICATIONS.
11. REPORT OF SPECIAL COMMITTEES OF THE COUNCIL.
12. OLD BUSINESS.
 - A. Appointment(s) - Town Council Appointed.
 1. **Area 25 Cable Television Advisory Committee-** A Vacancy Exists Due to the Resignation of Stephen Moriarty (U) Expired 6/30/2014. Replacement Would be Until 6/30/2018. (Tabled 09/15/2014)
 2. **Clean Energy Committee-** A Vacancy Exists Due to the Resignation of Noah Cross (D). Replacement Would be Until 03/17/2020. (Tabled 02/21/2017)
 3. **Clean Energy Committee** – A Vacancy Exists Due to the Resignation of William Farkas (D), Expired. Replacement Would be Until 03/17/2020.(Tabled 01/16/2018)

4. **Connecticut River Assembly** – The Term of Office of William Garner, Regular (D) Expired on 01/12/2013. Reappointment or Replacement Would be Until 01/12/2019. (Tabled 02/04/2012)
5. **Connecticut River Assembly (Alternate)** - The Term of Office of Leonard Delorge (D) Expires 01/12/2016. Replacement Would be Until 01/12/2019.(Tabled 01/19/2016)
6. **Connecticut Water Company Advisory Council Enfield Representatives-** A Vacancy Exist Due to a Resignation (R). Replacement Would be Until 01/01/2020. (Tabled 04/16/2012)
7. **Enfield Beautification Committee** – A Vacancy Exists for Todd Barsalou (R), by Resolution No 3672, Replacement Would be Until 12/01/2018. (Tabled 06/20/16)
8. **Enfield Beautification Committee** - The Term of Office of Kristine Mele (R), Expires 12/01/2016. Reappointment or Replacement Would be Until 12/01/2019. (Tabled 12/19/2016)
9. **Enfield Beautification Committee** – A Vacancy Exists Due to the Resignation of Stacy Hout (D). Replacement Would be Until 12/01/2019. (Tabled 03/05/2018)
10. **Enfield Culture and Arts** – A Vacancy Exists Due to the Resignation of Shannon Esslinger (U). Replacement Would be Until 05/31/2019. (Tabled 03/05/2018)
11. **Enfield Culture and Arts** – A Vacancy Exists Due to the Resignation of Matthew Sylvester (D). Replacement Would be Until 05/31/2018. (Tabled 03/05/2018)
12. **Ethics Commission (Alternate)** – The Term of Office of Jennifer Bakowski (D), Expires 10/31/2017. Reappointment or Replacement Would be Until 10/31/2019. (Tabled 10/14/2017)
13. **Hazardville Water Company Advisory Council Enfield Representative -** The Term of Office of Scott Kaupin (R) Expired 01/01/2018. Replacement Would be Until 01/01/2020.(Tabled 01/16/2018)
14. **Hazardville Water Company Advisory Council Enfield Representative -** The Term of Office of Andrew Urbanowicz (U) Expired 01/01/2018. Replacement Would be Until 01/01/2020. (Tabled 01/16/2018)
15. **Inland Wetland and Watercourse Agency (Alternate)** – A Vacancy Exists Due to the Resignation of Joseph Muller (R). Replacement Would be Until 06/30/2021. (Tabled 12/04/2017)
16. **Loan Review Committee** – The Term of Office of Jason Jones (R), Expires 12/31/2015. Reappointment or Replacement Would be Until 12/31/2019. (Tabled 12/21/2015)
17. **Loan Review Committee (Alternate)** - The Term of Office of Anne Brislin (R), Expires 12/31/2016. Reappointment or Replacement Would be Until 12/31/2018. (Tabled 12/19/2016)

18. Patriot Award Committee (Veteran Council) – The Term of Office of Philip Michaud (D), Expired 07/31/2017. Reappointment or Replacement Would Be Until 07/31/2019. (Tabled 09/18/2017)

19. River Valley CT Central Regional Tourism District –The Term of Office of William Hosley (R), Expired 06/30/2016. Reappointment or Replacement would be Until 06/30/2018. (Tabled 11/21/2016)

B. Appointment(s) - Town Manager Appointed/Council Approved.

1. Building Code Appeals Board – A Vacancy Exist for Contractor (D), Expired 11/01/2004. Replacement Would be Until 11/01/2019. (Tabled 11/25/2004)

2. Building Code Appeals Board - A Vacancy Exists Due to the Resignation of Kenneth J. Bergeron, (D) Chairman, Architect. Replacement Would be Until 11/01/2021. (Tabled 10/16/2006)

3. Building Code Appeals Board - A Vacancy Exists Due to the Resignation of Howard Coro, (D). Replacement Would be Until 11/01/2018. (Tabled 2/04/2013)

4. Building Code Appeals Board- The Term of Office of Gary Sullivan,(R) Engineer Expired on 11/01/2014. Reappointment of Replacement Would be Until 11/01/2019.(Tabled 11/17/2014)

5. Building Code Appeals Board – The Term of Office of William Marr (D), Professional Engineer, Expired 11/01/2016. Reappointment of Replacement Would be Until 11/01/2021. (Tabled 11/21/2016)

6. Fair Rent Commission (Landlord) – The Term of Office of Sam McGill (D) Expired 06/30/2008. Replacement Would be Until 06/30/2018.

7. Fair Rent Commission (Homeowner) - The Term of Office of Amy Raymond (D), Expires 06/30/2017. Reappointment or Replacement Would be Until 06/30/2019. (Tabled 06/19/2017)

8. Fair Rent Commission (Tenant) – A Vacancy Exists Due to Member Kristina Schoen (U), No Longer a Resident. Replacement Would be Until 06/30/2019. (Tabled 06/19/2017)

9. Housing Code Appeals Board (Alternate) - The Term of Office of Constance P. Harmon (R), Expired on 05/01/2016. Replacement Would be Until 05/01/2021. (Tabled 05/01/2021)

10. Housing Code Appeals Board (Alternate) - The Term of Office of Lawrence P. Tracey, Jr. (R), Insurance, Expired 05/01/2016. Replacement Would be Until 05/01/2021. (Tabled 05/01/2021)

11. Housing Code Appeals Board - The Term of Office of Karen Chadderton (D), Registered Nurse, Expired 05/01/2016. Reappointment or Replacement Would be Until 05/01/2021. (Tabled 05/16/2016)

12. Housing Code Appeals Board- The Term of Office of Paul Censki, Fire Marshal Expired 05/01/2017. Reappointment or Replacement Would be Until 05/01/2022. (Tabled 05/15/2017)

- C. ***Discussion/Resolution:** Resolution Dissolving the Enfield High School Renovation Committee. (Tabled 12/04/2017)
- D. **Discussion/Resolution:** Macy's Retail Holding Inc. V. Town of Enfield.(Tabled 12/18/2017)

13. NEW BUSINESS.

- A. **Consent Agenda – Action.**
- B. **Appointment(s)–Town Council Appointed.**
 - 1. **Enfield Beautification Committee** – A Vacancy Exists Due to the Resignation of Jennifer Barry (U), Replacement Would be Until 12/01/2018.
 - 2. **Ethics Commission** – A Vacancy Exists Due to the Resignation of Brian Turner (R), Replacement Would be Until 10/31/2018.
- C. **Appointment(s) – Town Manager Appointed/Council Approved.**
- D. **Appointment(s) - P & Z Commission Appointed- Council Approved.**
- E. **Discussion/Resolution:** Resolution to Approve a Four-year Collective Bargaining Agreement with TEAMSTERS Local #671.

14. ITEMS FOR DISCUSSION.

- A. ****Consent Agenda – Review.**
- B. **Appointment(s) – Town Council Appointed.**
 - 1. **Prison Town Liaison Committee** - The Term of Office of Carmela Brennan (D) Expired 03/01/2018. Reappointment or Replacement Would be Until 02/29/2020.
 - 2. *****Prison Town Liaison Committee** - The Term of Office of Gretchen Pfeifer-Hall (R) Expired 03/01/2018. Reappointment or Replacement Would be Until 02/29/2020.
 - 3. *****Prison Town Liaison Committee** - The Term of Office of Nelson Rodriguez (D) Expired 03/01/2018. Reappointment or Replacement Would be Until 02/29/2020.
 - 4. *****Prison Town Liaison Committee** - The Term of Office of Tim Slade (R) Expired 03/01/2018. Reappointment or Replacement Would be Until 02/29/2020.
 - 5. **Clean Energy Committee**- The Term of Office of Kelly Coles (D) Expired 03/17/18. Reappointment or Replacement Would be Until 03/17/2022.
 - 6. **Clean Energy Committee**- The Term of Office Keith Root (D) Expired 03/17/18. Reappointment or Replacement Would be Until 03/17/2022.
- C. **Appointment(s) – Town Manager Appointed/Council Approved.**
- D. **Appointment(s) – P & Z Commission Appointed- Council Approved.**

E. Discussion/Resolution: Resolution Approving Lease Renewal for Educational Resources for Children, Inc.

15. MISCELLANEOUS.

16. PUBLIC COMMUNICATIONS/APPLIES ONLY IF PRIOR TO 11:00 p.m.

17. COUNCILOR COMMUNICATIONS.

18. ADJOURNMENT.

*** REMOVE FROM AGENDA**

**** MOVE TO MISCELLANEOUS**

***** WOULD LIKE TO BE CONSIDERED FOR REAPPOINTMENT**

**ENFIELD TOWN COUNCIL
MINUTES OF A SPECIAL MEETING
MONDAY, MARCH 5, 2018**

A Special Meeting of the Enfield Town Council was called to order by Chairman Ludwick in the Enfield Room of the Enfield Town Hall, 820 Enfield Street, Enfield, Connecticut on Monday, March 5, 2018. The meeting was called to order at 6:00 p.m.

ROLL-CALL – Present were Councilors Arnone, Bosco, Cekala, Cressotti, Davis, Deni, Falk, Ludwick, Muller and Szewczak. Councilor Unghire was absent. Also present were Town Manager, Bryan Chodkowski; Town Clerk, Suzanne Olechnicki; Assistant Town Attorney, Mark Cerrato

DISCUSSION WITH INCOMING POLICE CHIEF

Present for this discussion was incoming Police Chief, Alaric Fox.

Chairman Ludwick welcomed Mr. Fox to the Town of Enfield.

Mr. Chodkowski explained the process that led up to the hiring of Mr. Fox as Police Chief. He noted this is an opportunity for Mr. Fox to introduce himself, and he can touch on some of the concerns and issues that the Town Council has expressed.

Mr. Fox stated it has been an honor to be involved in the testing process and ultimately having it culminate in the offer to serve as Chief of Police for Enfield. He noted he wants to see Enfield succeed, and he wants to be a part of the success of the Police Department, which ultimately leads to the success of the community at large.

He then highlighted his background as follows:

- Grew up in a police family. His father was a Hartford police officer until he retired in 1996.
- Studied criminal justice at the University of New Haven in the fall of 1982
- Was hired by and worked for the Willimantic Police Department for seven years
- Attended law school at Western New England and graduated in 1990
- Was hired in 1990 by the FBI and served as an FBI agent in the organized crime unit for a couple years
- Entered a large law practice in Hartford for a couple years in the area of labor and employment law
- He wished to return to police work and began a career with the Connecticut State Police where he progressed to the highest position of Colonel of the Connecticut State Police.

Mr. Fox stated when Enfield advertised for a Police Chief, he believed this was a position that he was waiting for in an agency he respected. He noted he always had a good rapport with Chief Sferrazza, and they spoke regularly. He stated he was thrilled to submit himself in the application process.

Councilor Arnone questioned Mr. Fox's thoughts about serving in Willimantic as a police officer and that town's problems with heroin. Mr. Fox stated when he was serving as a police officer in Willimantic, the focus was arresting individuals who used drugs, however, his perception is much broader now. He stated nothing good will come from arresting overdose victims, but rather he believes there's a significant role for enforcement, especially at the dealer-type level. He stated there's a much broader role that the police department must have than just making arrests, i.e., education, community service, getting into the schools, task force arrangements, and a DEA enforcement initiative called Operation Lazarus. He explained Operation Lazarus is having one officer from a police department whose cross-sworn with federal authority so that on a case-by-case basis that officer can not only investigate a user, but also pursue that user's suppliers. He noted if they're able to go far enough up the "food chain" of suppliers, the DEA and federal government will work that case. He noted within the state police world, they've gone as far as four levels above that end opioid overdose victim. He stated a regional task force is something he'd ultimately like to consider. He noted education is needed about alleged over-prescription of opioids.

Councilor Arnone stated his hope the police department will work with Social Services to address drug problems.

Mr. Fox identified options for task force approaches. He explained the DEA is constantly asking for local officers to be assigned to their task forces. Such an officer would work out of the Hartford DEA office, and this would effectively be a regional task force. He noted if they develop information about a drug-trafficking organization in town, they'll be able to put 20 people on it through the DEA task force.

He stated there is also the state-wide narcotics task force option. He noted this task force only works in Connecticut. He noted because of state budget cuts, this task force isn't as vibrant as it once was.

Mr. Fox stated he prefers a specific four or five town task force. He noted Enfield is the biggest town in this area, and he believes Enfield would carry the lion's share. He stated Enfield wouldn't be able to get Massachusetts to join this task force, nor can they get Somers or Ellington to join because they are state police towns. He noted they would have to get Suffield, East Windsor, Windsor or Windsor Locks on board. He stated he would like this re-visited. He stated his understanding those towns dropped by the wayside. Councilor Arnone stated East Windsor went with the DEA and Windsor Locks went with the State. He noted those towns separated from Enfield, which left Enfield in the lurch.

Mr. Fox stated Enfield should not be perceived as an island, but rather they need to appreciate the fluid nature of all criminal activity, including the opioid issue to the extent that Enfield would own a piece of enforcement of that. He noted the one-off arrests that individual officers are making in town are nothing other than one-off arrests. He stated realistically, it's going to have to be the DEA or state-wide narcotics task force option. He noted there is some asset-forfeiture sharing, which is beneficial as well.

Chairman Ludwick stated there's also the opportunity to look north to Springfield. He stated his belief there's federal money, which is more accessible than state money. Mr. Fox stated that's one of the advantages that the DEA offers. He noted state-wide narcotics cross-swears an officer, so they have state-wide jurisdiction, but the DEA is going to cross-swear an officer, so they effectively have national jurisdiction.

Councilor Cressotti stated Thompsonville doesn't have a walking patrol. He questioned how the police department will patrol this area in the future. Mr. Fox stated community policing and the walking patrol go hand-in-hand. He noted he has a lot of good ideas, but he's realistic about what can be afforded. He feels a holistic approach is needed in Thompsonville, and that approach involves the economy, social services, education, families, schools, and jobs. He stated as a police perspective, he would love to see the walking patrols back in that area again. He noted he's not sure it's needed through the wintertime, but certainly in spring, summer and early fall.

Councilor Cressotti stated his belief community policing is a great idea.

Councilor Falk questioned Mr. Fox's thoughts on school security.

Mr. Fox stated there are some things that can be done at low to no cost. He noted hardening the schools has some value. He spoke about the importance of emergency plans and drills, and it's very important that such plans and drills be up-to-date.

He stated his understanding that previously the town decided to have armed guards in the schools. He noted if the Board of Education and Town Council decided that's something they wished to do, that's something that can be provided, but the Council determines whether that is a good idea, or what the cost-benefit nature of that is.

Councilor Deni spoke about the importance of including firemen and EMS personnel in emergency plans and drills.

Councilor Deni stated there is consideration about installing a traffic light at the entrance to Enfield High School. He suggested a police officer could direct traffic when students are coming and going at that school. He stated his belief this is a better idea than spending \$750,000 for a traffic light. Councilor Szewczak stated that idea was looked at.

Chairman Ludwick questioned how they can use the town's limited resources to address those people taking the easy way out when it comes to drugs. Mr. Fox stated there is the presence of large-scale drug trafficking organizations, and they exist in Connecticut and such organizations are everywhere in developed America. He noted the potency-enhancing agents such as fentanyl and carfentanil are making these drugs more serious than heroin was in the 1980's. He stated these are low-cost drugs. He noted a person gets a prescription from a doctor for a legitimate injury or surgery, and the drug is either over-prescribed or is mis-used, and a person ends up with an opioid addiction, which they can feed for a ten-dollar bag of heroin. He stated eventually people are seen turning to criminal activity to support the drug habit they developed.

As concerns how Enfield can be more effective in the messaging, Mr. Fox suggested options that could be looked at include bringing back programs like DARE in the schools, and there are effective presentations that can be brought into schools such as the Connecticut Chiefs of Police presentation and a federal program called, "Chasing the Dragon", which is incredibly powerful.

Councilor Arnone stated it's important to work with Youth Services to build a bridge between the schools and Social Services.

Councilor Arnone spoke about the importance of hospitals having programs to help people with addictions.

Mr. Fox stated Social Services isn't just involved in opioid problems, they're also involved with sexual violence and domestic violence issues. He noted Social Services and law enforcement in any of these areas need to work hand-in-hand.

Councilor Szewczak raised the issue of identity theft on the internet. Mr. Fox stated the internet safety presentations are easy to put together in schools or a public setting. He noted the enforcement end is where local and state-law enforcement is not well equipped to investigate identity theft crimes. He pointed out offenders can be anywhere in the world. He stated the state has a cyber-crime task force, but they are only working on upper-level cases because there aren't enough resources or people to solve all the problems. He noted proper reporting, cleaning up credit history, training and education in advance are things people can do. He stated unfortunately, it's difficult to catch offenders.

ADJOURNMENT

MOTION #4514 by Councilor Deni, seconded by Councilor Szewczak to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #4514** adopted 10-0-0, and the meeting stood adjourned at 6:50 p.m.

Suzanne F. Olechnicki, Town Clerk
Clerk of the Council

Respectfully Submitted
Jeannette Lamontagne,
Secretary to the Council

**ENFIELD TOWN COUNCIL
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MONDAY, MARCH 5, 2018**

The Regular Meeting of the Enfield Town Council was called to order by Chairman Ludwick in the Council Chambers of the Enfield Town Hall, 820 Enfield Street, Enfield, Connecticut on Monday, March 5, 2018. The meeting was called to order at 7:00 p.m.

PRAYER – The Prayer was given by Councilor Muller.

PLEDGE OF ALLEGIANCE – The Pledge of Allegiance was recited.

ROLL-CALL – Present were Councilors Arnone, Bosco, Cekala, Cressotti, Davis, Deni, Falk, Ludwick, Muller and Szewczak. Councilor Unghire was absent. Also present were Town Manager, Bryan Chodkowski; Town Clerk, Suzanne Olechnicki; Assistant Town Attorney, Mark Cerratto; Director of Finance, John Wilcox; Registrar of Voters, Lewis Fiore; Director of Youth Services, Jean Haughey; Director of Public Works, Jonathan Bilmes; Superintendent of the Water Pollution Control Facility, Kevin Shlatz

FIRE EVACUATION ANNOUNCEMENT

Chairman Ludwick made the fire evacuation announcement.

MINUTES OF PRECEDING MEETINGS

MOTION #4515 by Councilor Falk, seconded by Councilor Deni to accept the minutes of the February 20, 2018 Regular Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #4515** adopted 9-0-0, with Councilor Bosco absent at the vote.

SPECIAL GUESTS

KITE Presentation

Present for this item were Melany Anderson and LeAnn Beaulieu.

Ms. Beaulieu stated KITE is an early childhood collaborative, which is made up of partners from across the community, both private and public, and their main priority is young children. They focus on health, family engagement and support and early care and education.

She stated KITE would like to publicly thank the Town Council, Board of Education, and the Department of Social Services for their support for almost 20 years.

Ms. Anderson spoke about the Enfield Plays on Campaign. She noted the main goals of this campaign are to inform, incorporate, and increase play in the community, and this is made possible by the generous support of the Hartford Foundation for Public Giving. She stated they hired and trained play ambassadors to learn different skills and teach parents why play is important. She highlighted some events done over the past year:

- Build a snowman event on the Town Green
- A summer campfire
- Let's Fly a Kite on the Town Green
- A Bike Bash event
- A space event, which had over 300 attendees

Ms. Anderson stated at this time they're planning a lot of events for the upcoming year, and this April they're planning events for the Week of the Young Child. She noted some of those events include a dance party on the Town Green and a Bike Bash 2018. She stated all the events will be listed on their website and Facebook page. She noted last year they gave out 200 summer vacation kits, and this year they plan to distribute 300 summer vacation kits.

She stated year one of the Enfield Plays on Campaign has been a huge success, and they're very excited for what years two and three will bring.

Ms. Anderson stated another program is BOKS, which stands for Build Our Kids' Success, and this is a free before-school fitness program, which has been taking place at the three K-2 schools and the three Grade 3-5 schools. She noted they have had great feedback about this program.

Ms. Beaulieu stated these days, there are many children and families facing traumas and uncertainty, and they're very grateful for the work done by Jean Haughey of Youth Services. She noted Dr. Gerald Calnen, a retired pediatrician, is forming a committee to explore strategies that should be brought to the community and schools to help young children and their families. She noted this committee is being formed over the next month or so.

She stated KITE is also in the second year of a grant from the William Caspar Graustein Memorial Fund, and they're looking at the concept of equity in this community. She stated to make Enfield the best it can be, they need to be able to provide support for everyone to make sure young children and their families have access to services, organizations and programs. She noted last year they hosted a community conversation, and over 80 people participated, and this was followed up with a two-day retreat with 18 people, and they developed plans on how to help young children get to know each other, be able to accept and celebrate differences and recognize similarities among everyone.

Ms. Beaulieu stated at the elementary level, they've been focusing on families and they've been able to host several "People Empowering People" programs. She noted they work with UCONN to tweak this program, so it fits into different communities within Enfield. She stated they have

programs for Spanish, Arabic, Indian, Somolian, and African American. She noted all those communities came together with facilitators from their communities and worked with UCONN to make sure they were culturally sensitive and supportive of the norms and the traditions of each of those communities.

She stated they also support the Parent Leadership Academy. She noted the power of families and parents rests in their ability to voice who they are and what they do.

Ms. Beaulieu stated the success that KITE has had with grants over the past several years has brought them recognition in the state as being a model collaborative, and as such, they've been invited by the Hartford Foundation, along with five other early childhood collaboratives to be part of a regional effort to bring collaboratives together so they can use their expertise to help establish these same kinds of programs in other areas in this region and really look at the policies and programs that best support young children and families in Connecticut.

Ms. Anderson stated the Town Council received an invitation for a special KITE meeting on March 7th at 5:30 at the Stowe Early Learning Center at 5:30 p.m. She noted this will be an opportunity to learn about KITE's partners and the work they're doing.

Councilor Deni thanked KITE for the exceptional work that they do.

Chairman Ludwick introduced incoming Chief of Police, Alaric Fox.

Mr. Fox stated it has been an honor to accept the opportunity to serve as Chief of Police for the Town of Enfield. He noted he has a law enforcement career going back to 1983 with seven years in Willimantic as a police officer, two years as an FBI agent, two years in private practice as an attorney and in the last 24 years with the Connecticut State Police where he served in a number of different assignments and capacities and for the last two years was the Colonel, the highest ranking officer within the State Police. He stated there was very little that would have lured him away from that assignment and job opportunity, but when he saw this opportunity had become available to serve as the Chief of Police in Enfield, he was honored to be considered and even more honored to be selected. He stated he looks forward to the opportunity to work with the Enfield Town Council and all respective constituencies.

Councilor Arnone requested Mr. Fox speak about how he can work with Social Services as well as community groups to achieve certain goals in Enfield. Mr. Fox stated law enforcement has a role in instances where its appropriate to engage in criminal law enforcement efforts, but the mindset that was very prominent several years ago was all that law enforcement did, and it's now a very dated philosophy. He feels it's important the Enfield Police Department work hand-in-hand with a variety of government and private sector services that are available in a multitude of areas, i.e., opioid addiction, sexual violence, domestic violence, community and economic development. He stated his belief the police department has a piece of any number of those subject areas. He agreed it's a very important role to expect and require law enforcement to engage in

criminal law enforcement efforts when it's appropriate, but he also believes it's entirely appropriate to recognize that law enforcement can have and should have a much larger role as a stakeholder in the community by looking at issues from a much broader perspective. He stated he will be happy to bring that mindset and philosophy to the position that he will start next week.

Chairman Ludwick stated the Town Council had the opportunity to speak with Mr. Fox earlier this evening, and he was very frank and honest on several different issues.

Councilor Falk stated the new Chief of Police will be sworn in at 9:00 a.m. on Monday, March 12th in the Council Chambers.

PUBLIC COMMUNICATIONS & PETITIONS

Kim Kowalchuck, 39 Foxcroft Road

Shared a concern about a letter that she and her neighbors received regarding the Thompsonville Northeast Road Reconstruction Project. She noted this letter was dated February 15th and indicated the Town Council adopted a policy on September 5th where all concrete sidewalks through driveways will be removed and replaced with asphalt. She noted #6 within the policy indicates the property owners may petition for consideration of relief from this policy requirement within 30 days of issuance. She stated the Town Manager's office does need to receive a copy of the petition. She pointed out today, March 5, a notarized copy of the petition with signatures from at least 52 of the 70 homes impacted was delivered to the Town Manager's office, and this represents 74%. She noted they are petitioning to have the sidewalks remain concrete in their neighborhood.

Ms. Kowalchuck expressed her concerns about removing concrete sidewalks and replacing them with asphalt. Those concerns are as follows:

- Why spend additional money to tear up and replace perfectly good concrete with asphalt when it's not needed for the 70 homes in this neighborhood?
- There's the possibility that 11 of the homes may be impacted by the road construction.
- The concrete sidewalks are in good condition and do not need replacement. Photos of driveway aprons made of asphalt are in poor condition.
- Steele Road sidewalks that were replaced with asphalt do show signs of cracking, are not level, and present a hazard to children riding bikes.
- Concrete sidewalks are more durable and can last 40 to 50 years, requiring less maintenance long term.
- Asphalt is cheaper to maintain, but has a shorter life span and requires more regular maintenance

Ms. Kowalchuck stated if they spend extra money to replace the good concrete with asphalt, the sidewalks that appear to be in good condition today will become cracked and uneven and require a higher degree of maintenance and become a safety concern to the Town.

She stated with the number of children and families in her neighborhood, who rides bikes, walk dogs, or push baby carriages on the sidewalks, she's very concerned about how the asphalt sidewalk will hold up. She noted she has pictures that show asphalt sidewalks don't hold up. She noted if there's an accident, it's difficult to determine whether it occurred on the homeowner's property or the town's property when the sidewalk is all asphalt. She questioned what the town's plan is for providing the homeowners with a liability waiver if someone gets hurt on asphalt sidewalks.

Ms. Kowalchuck concluded stating her belief they've met the requirements and timeline outlined within the policy in the submission of this petition.

Joan Lawson, 18 Mountain View Avenue

Stated she is here on behalf of the Enfield Together Coalition. She thanked Councilors Falk and Unghire for their recent attendance to the Community Anti-Drug Coalitions of America Conference. She noted their attendance at the conference highlights their commitment to preventing youth substance use and learning local solutions to address the opioid epidemic in the community. She noted the funding for the Enfield Together Coalition comes directly from the Office of the President of the United States, Office of National Drug Control Policy.

She stated in October 2017, President Donald Trump declared the opioid crisis a public health emergency and with bi-partisan support the President and Congress provided the funding necessary for multi-sector community coalitions to identify and respond to local drug, tobacco and underage drinking problems. She noted without the support of the Town Council and local elected officials and other community champions, the Enfield Together Coalition could not continue to be competitive or eligible for state and federal funding to address the local drug crisis without any cost to town government. She stated not only is the town's support critical in securing funding, but to have informed and educated town officials leading and navigating local solutions to the drug problem is crucial to the Enfield Together Coalition's success. She thanked the town again for its commitment and support.

Ms. Lawson stated this weekend there will be an Alcohol Awareness event at the Enfield Square in center court from 11:00 a.m. to 3:00 p.m. She noted there will be several activities that people can participate in. She stated there will also be a "Save A Life" event on Monday, March 19th and this is Narcan training. She noted people do need to register for this event.

Jack Sheridan, 7 Buchanan Road

Questioned the status of the hot patch machine.

Mr. Sheridan stated he looked at the PCB report, and the report says PCB's aren't currently mandated by the EPA, and liability risk exists for improperly disposing of PCB materials if its greater than 50 parts per million and excludes PCB's less than 50 parts per million. He noted materials installed prior to October 1, 1984 may also meet criteria for excluded PCB products. He referred to Paragraph #4331 (windows, louvres and vents) were less than 50 parts per million,

therefore, they're excluded. He noted exterior windows measured greater than 50 parts per million (product waste with asbestos.) He stated it turns out that most concerns about the disposal of PCB's is because of the asbestos content. He pointed out the regulations relate to the disposal.

He referred to vertical expansion joints and noted the initial air sample had one exceedance above 300 mg per cubic foot, and that was found in the boys' locker room. He noted the second-floor hallway had 422 mg. He noted on the chart within the report, it states 5,000 mg causes minor irritation in the eyes of lab animals. He noted the remediation recommendations are that they modify and increase the use of ventilation systems and increase the use of wet vacuuming, hepa vacs; expansion joints to be sealed and covered, and exterior debris be removed. He noted nothing is mentioned about the ballasts while they were concerned about the ballasts within the report. He noted ballasts leak into the air, and most of the other items are contained.

Mr. Sheridan stated if this material is degrading, most of the concern was about the asbestos that might become activated. He noted at this time, it's his impression people are getting all excited about not much of anything.

Richard Woska, 37 Neelans Road

Stated at the last meeting he was concerned about the environment at Henry Barnard School. He raised the following questions:

- Who is responsible for making a determination about what should be done at Henry Barnard School?
- Has anyone spoken with the Principal at Barnard?
- Has Facilities Maintenance been spoken to about this issue?
- How much money has already been spent on this issue?
- What has been done?
- Should there be a concern since maintenance personnel were wearing hazmat suits?
- Are the same children coming to the nurse's office, and are they coming from the same classroom?
- Which teachers are involved?
- Have there been concerns over time about one area of the building?
- What complaints have come in from parents, and have they occurred more than once?

He noted these are all common-sense questions, and he would like a response to these questions. He stated he would like to know what any member of the Council has done in response to this issue.

Robert Tkacz, Woodgate Circle

Stated it's amazing that New London will overhaul their middle school for \$48 million dollars, and Enfield wanted to do it for twice as much. He noted Enfield can't afford \$95 or \$50 million dollars for an overhaul.

Mr. Tkacz stated a neighbor near Enfield High School has lights shining on his house 24 hours a day. He noted he checked this out, and Enfield High School has four exterior lights shining on this person's house 24 hours per day, seven days per week. He referred to a Planning & Zoning meeting where an employee was confrontational with this resident. He noted the employee should be there to solve the problem and not create problems. He noted this resident is planning to get an attorney and sue the town. He stated on Sunday evening, he drove around Enfield High School and all the corridor lights, main entrance, side entrance and the back-entrance lights were on. He stated 90% of those lights aren't necessary. He noted there are very few lights at the other schools. He questioned why Enfield High School is lit up this way. He voiced concern about the electric bill.

COUNCILOR COMMUNICATIONS & PETITIONS

Councilor Deni stated he saw the patch machine operating. He noted if people wish to report potholes, they can report that to their Councilor, and the patch machine can fix the pothole.

He stated the Council won't be able to attend the Narcan training because they have a Council meeting the same evening. He noted he'd like to know if they will have another training date.

Councilor Deni stated he visited Barnard about three times, and he visited again today, and he noticed there wasn't a lot of dampness as was noticed previously. He noted the air quality testing hasn't been done yet. He stated his understanding roof work is being done.

Councilor Bosco requested the Town Manager look into the numbers supplied by Jack Sheridan. He noted if things need to be done, they should be done, however, it should be known whether there's an urgency to get certain things done.

He agreed with Mr. Tkacz the JFK Middle School project was too expensive, and that is why it failed. He noted that's why they have a team of people working on it at this time to determine a more reasonable price.

Councilor Bosco questioned if there's a timetable as to when air quality testing will be done at Henry Barnard School.

Councilor Cekala stated her belief the air quality test will be done on Thursday.

Referring to the sidewalk policy, Councilor Cekala stated her hope DPW will meet with the neighbors in the Foxcroft Road area.

Councilor Cressotti stated he would like the lighting issue at Enfield High School to be looked at and learn why all these lights are on.

MOTION #4516 by Councilor Szewczak, seconded by Councilor Deni to suspend the rules to address under Miscellaneous Items 14 E, G, H and I.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #4516** adopted 10-0-0.

Councilor Arnone expressed his appreciation to the Enfield Together Coalition for inviting Councilors to attend the Community Anti-Drug Coalitions of America Conference. He recommended Councilors attend this conference because they have awesome clinics and offer great opportunities to learn.

He thanked the Foxcroft Road neighbors for the petition, which will be reviewed by Council.

Councilor Arnone referred to the PCB issue and requested the Town Manager explain what the EPA can and cannot do. He noted the town is working with the EPA at this time to satisfy their concerns with the school.

He stated he noticed several potholes on St. James Avenue were addressed by the dura-patch machine, and those patches do last.

Councilor Bosco stated on Saturday, March 10, Representative Stokes will be at ShopRite, and they will fill a van for veterans.

Councilor Davis agreed with Ms. Kowalchuck regarding her concerns about sidewalks. She stated her belief asphalt sidewalks are garbage.

She thanked Mr. Tkacz, who does a lot of research on issues. She noted Mr. Tkacz should fill out an application to serve on the Joint Facilities Committee.

Councilor Davis stated she has been very vocal about Barnard School. She noted the smell could be gone because the building was aired out, however, if individuals are allergic to mold, they will still react because the mold may be behind the wall or it's above the tiles. She noted they can clean the surface, but if there's a mold issue, it's still going to affect the people that are highly allergic to mold. She noted the air quality testing should have been done by now.

She stated when she drove by Henry Barnard School on Saturday, she noticed a public works truck at that school. She stated her understanding DPW is not doing overtime unless it is extremely crucial. She questioned why that public works truck was there. She stated she is interested in knowing what was done to eliminate the extremely strong odor that was in that entire hallway.

Councilor Davis stated it's the Girls Scouts 106st birthday, and it was a great event at the mall.

She thanked Councilors Ludwick, Arnone, Deni, Cressotti and Cekala for spending time with the local Girls' Scouts at this event. She noted these children are amazing, and they give back to the community.

Councilor Falk stated this week he went to a CCM workshop about cost-saving ideas. He noted he learned there's a wealth of available grants, and CCM offers a free service. He noted the Town need only register with CCM, and this information can be shared among all the department heads who may be looking for grant monies.

Chairman Ludwick commended Foxcroft Road neighbors for their petition. He noted this petition will be submitted through the Town Manager to the Public Works Committee that will be meeting on Tuesday.

Chairman Ludwick stated Enfield athletic teams are doing very well, and Enfield residents can enjoy excellent sporting events in town.

Councilor Cressotti stated Allied has a Special Olympics snowshoeing team. He noted they participated last week in the Connecticut's Winter Special Olympics, which was held at Eversource in Windsor. He congratulated all the Enfield participants.

He stated on March 18th at Fermi High School, there's an invitational basketball tournament. He noted this begins at 8:30 a.m.

Councilor Cressotti stated the North Central Regional Swim Meet will be held at Windham High School this weekend.

He stated he's actively involved with Allied Special Olympics athletic clubs, and they have pride, commitment and a lot of heart, which goes right along with scholastic sports, and they should be congratulated.

TOWN MANAGER REPORT & COMMUNICATIONS

Mr. Chodkowski stated he can answer any questions regarding the Projects and Activities Report.

He stated the mold review and assessment at Barnard School is scheduled to take place on Thursday and Friday evening this week. He noted they will be looking under ceiling tiles to check to see if there's any active growth and sporation. He noted if they witness any of those two conditions, they will take sampling from in and around the area where they witness these conditions, and they will compare that to samples from other areas of the building.

Mr. Chodkowski stated Enfield High School lighting has been an ongoing issue for some of the neighbors. He noted they tried to rectify this issue on a different couple occasions. He stated he

did speak with the Chairman of the EHS Building Committee, and they talked about a couple things that could resolve these concerns.

He stated his office begins its review of the FY18 budget tomorrow. He noted they will begin detailed review with departments on Wednesday.

Mr. Chodkowski stated he will have additional information put together concerning PCB's.

He noted there has been discussion with the Mayor about turning quarterly question and answer meetings into subject specific quarterly meetings. He stated the subject of PCB's might be such a topic for a quarterly meeting.

Councilor Arnone referred to a 61-slide presentation about accomplishments for the year that was presented at a Planning & Zoning meeting. Mr. Chodkowski stated he will talk with the Planner about emailing that to the Town Council.

Mr. Chodkowski stated he recently received an email from the Department of Transportation regarding the Enfield High School traffic light, and they clearly indicated the funds to reimburse the town for the traffic signal would come from the non-upgrade of the traffic signal at 192 and Moody Road. He stated DOT asked the town to consider allowing them to put the signal at 192 and Moody into a 90-day phased all red status. He noted they'd also put up some additional stop signs and some warning signs to test whether traffic counts at that intersection would warrant and would be able to respond positively to the fixed traffic control. He stated following the end of that 90-day period, they would ask that the town hold a public hearing when DOT could present their findings with respect to that temporary traffic configuration to determine whether or not it's in everyone's best interest for them to proceed with putting in the four-way controlled stop and reimbursing the town for the reconstruction of the signal at Route 5 and Enfield High School, or whether or not the signal at Moody and 192 needs to remain and be upgraded as was originally scheduled.

He stated part of the reason the town is interested in building a traffic light is because DOT has acknowledged that the town could build the light faster than DOT. He noted according to the Commissioner, the timeframe for DOT to build the light is three to five years. He stated if the town were to build the light, even without DOT reimbursement, the town must construct the light in accordance with DOT provisions.

Chairman Ludwick stated both parties have been working on this, and they're at a point now where they're looking at doing this in a cost-effective and expedient way. He stated his belief people will not want to give up a traffic light on 192 and Moody Road. He noted this is not as simple as it seems, and the town is exploring other avenues.

TOWN ATTORNEY REPORT AND COMMUNICATIONS

Attorney Cerrato stated he had no report this evening.

REPORT OF SPECIAL COMMITTEES OF THE COUNCIL

Councilor Falk stated the Development Services Subcommittee will be meeting on Wednesday at 4:00 p.m. in the Enfield Room.

Councilor Deni stated the Public Works Subcommittee will be on Tuesday, March 13th at 3:00 p.m.

Councilor Cressotti stated the Commission on Aging will be having a meeting in the community room of the Town Library on June 12th from 12:00 noon to 2:00 p.m., and the topic will be elder abuse.

OLD BUSINESS

All Old Business items remained tabled.

NEW BUSINESS

Appointments to the Enfield Beautification Committee and Enfield Culture and Arts Committee will appear on the next regular meeting agenda.

RESOLUTION #4517 by Councilor Falk, seconded by Councilor Arnone.

WHEREAS, pursuant to Connecticut General Statute 9-174a, the Connecticut Secretary of the State adopted regulations in September of 2012 that include an emergency contingency model plan, and

WHEREAS, the Town's registrars of voters and the Town Clerk recommend the adoption of the emergency contingency model plan as the Town's plan; and

WHEREAS, Connecticut General Statute 9-174a requires that the plan be submitted to the legislative body of the municipality for approval.

NOW, THEREFORE, BE IT RESOLVED that the Enfield Town Council does hereby adopt and approve the attached Town of Enfield's Emergency Contingency Plan for Elections.

Present for this item was Registrar of Voters, Lewis Fiore.

Mr. Fiore explained this document was reviewed, and it was found there were some discrepancies, and they wanted to tighten up some of the verbiage, and a couple paragraphs were added.

Councilor Falk requested Mr. Fiore highlight major changes. Mr. Fiore stated the final section, Section 34, includes what would be done if there was a lockdown in one of the schools. He noted they struck out a lot of the verbiage that alluded back to Dan Vindigni. He stated otherwise they were just tightening up some of the verbiage. He added changes were basically of a cosmetic nature.

Councilor Arnone acknowledged this is an important document. Mr. Fiore stated this document is mandated by the Secretary of State's Office.

Chairman Ludwick questioned what happens with the ballots if there is some type of emergency. Mr. Fiore explained how the ballots would be secured.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #4517** adopted 10-0-0.

ITEMS FOR DISCUSSION

Consent Agenda

MOTION #4518 by Councilor Falk, seconded by Councilor Bosco to move Item A1 to Miscellaneous.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #4518** adopted 10-0-0.

MOTION #4519 by Councilor Falk, seconded by Councilor Cressotti to accept Item 2 under Miscellaneous. \$1,500 Transfer of Funds – Town Clerk

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #4519** adopted 10-0-0

Appointments to the Enfield Beautification Committee and Ethics Commission will appear under New Business on the next regular meeting agenda.

MOTION #4520 by Councilor Falk, seconded by Councilor Arnone to accept the recommendation from Planning & Zoning to reappoint Linda DeGray as an Alternate member and Sarah Gruber, Regular member, to the Capitol Region Council of Governments Regional Planning Commission for terms which expires 12/31/2018.

Upon a **ROLL-CALL** vote being taken, the Chair declare **MOTION #4520** adopted 10-0-0.

RESOLUTION #4521 by Councilor Arnone, seconded by Councilor Falk.

RESOLVED, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the following transfer is hereby made:

TO:	Adult Day Center		
	Other Professional Services	22040431-533900	\$2,000

FROM:	Adult Day Center		
	Food/Food Related	22040431-563000	\$2,000

CERTIFICATION: I hereby certify that the above-stated funds are available as of 2/20/2018.

/s/ John Wilcox, Director of Finance

Mr. Chodkowski stated this is necessary to cover unanticipated professional expenses, and this specifically relates to the issue where they had expired licenses for several members of the staff. He noted while those individuals were getting credentials renewed, they had to bring in some additional assistance from outside agencies.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #4521** adopted 10-0-0.

RESOLUTION #4522 by Councilor Arnone, seconded by Councilor Muller.

RESOLVED, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the following transfer is hereby made:

FROM:	CIP Revenue 2018-School Security Grant	\$35,538
	31042018-413310	

TO:	School Security Equipment-Other Equipment	\$35,538
	31008734-573900	

CERTIFICATION: I hereby certify that the above-stated funds are available as of February 28, 2018.

/s/ John A. Wilcox, Director of Finance

Mr. Chodkowski explained this is for work previously performed.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #4522** adopted 10-0-0.

RESOLUTION #4523 by Councilor Arnone, seconded by Councilor Falk.

RESOLVED, that the Enfield Town Council hereby authorizes at least the preparation of schematic drawings and outline specifications for the Renovations at the John F. Kennedy Middle School.

Councilor Cekala stated she has no idea what this is for because the resolution doesn't explain what they're doing. She noted unless there's more detail included, she cannot vote for this.

Mr. Chodkowski stated this is legislation that's coming out of the Joint Facilities Committee with respect to checking off the various requirements of Connecticut General Statutes to prep for the CGS 049 Grant, which is the school reimbursement when JFK comes in. He stated at this point, there's no incurred cost with respect to this legislation. He noted this would tie into work that hasn't been seen yet but will get the opportunity to review. He stated the Joint Facilities Committee is in the process of soliciting RFQ's and RFP's to do this work. He noted this sets the table for the Committee to do that, and that proposal will come before this Council with respect to vendor approval and financing.

Councilor Cekala stated she wants all that to happen, but according to this resolution, she will not put her name on this if she has no idea whose doing what. Mr. Chodkowski stated he was under the impression that the members of that committee were communicating back to their respective parties on these issues. Councilor Cekala stated the information still isn't in the resolution.

Mr. Chodkowski stated as it has been explained to him and the past practice of this Council, when there's legislation that is brought before the Council, oftentimes it is generated by the subcommittees of the Council, that legislation comes before the Council without a cover letter. He noted if that's a practice that this Council no longer wants to undertake or continue to practice, they can provide more detailed cover memorandums to these resolutions in the future.

Councilor Szewczak stated these three resolutions are standards that the Town must do to qualify for any school grants from the State of Connecticut.

Councilor Cekala stated she is all for this, but some of that information needs to be in this resolution because everybody is going to look back at this resolution, and nobody is going to know what it's for.

Councilor Arnone stated this was discussed at caucus, and they may know all the details, but the public does not. He noted if the public reads this piece of legislation, they would never understand it without the detail. He stated perhaps they need to re-tool that, so they can make sure this legislation is understandable to people.

Mr. Chodkowski stated these three pieces of legislation were prepared by a consultant supporting the committee. He stated his understanding that consultant put this legislation together to meet the requirements of the state so that the context and the content would be acceptable to them so that the application did not get kicked back on a technicality. He noted he can work with the consultants and members of the committee to make sure there is better information communicated, however, he can't say with any exact specificity that this language would come in the resolution since it may come as a cover memo.

Chairman Ludwick requested a cover letter with details be provided.

Mr. Chodkowski stated CSG, the consultant, is not under contract, and they provided this assistance at no cost to the town.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #4523** adopted 9-0-1, with Councilor Cekala abstaining.

RESOLUTION #4524 by Councilor Arnone, seconded by Councilor Deni.

RESOLVED, that the Enfield Town Council authorizes the Enfield Board of Education to apply to the Commissioner of Administrative Services and to accept or reject a grant for the renovations at the John F. Kennedy Middle School.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #4524** adopted 10-0-0.

RESOLUTION #4525 by Councilor Falk, seconded by Councilor Cressotti.

RESOLVED, that the Joint Facilities Committee is hereby established as the building committee with regard to the Pre-Referendum Services for the Renovations at the John F. Kennedy Middle School.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #4525** adopted 10-0-0.

RESOLUTION #4526 by Councilor Arnone, seconded by Councilor Falk.

WHEREAS, work is concluding on the WPC Facility Design and Bid Process;

WHEREAS, the Town now wishes to move expeditiously with construction efforts related to the Water Pollution Control Project Facility Upgrade; and

WHEREAS, next steps require engaging a consultant for Owner's Project Manager services including oversight of construction on behalf of the Town; and

WHEREAS, subsequent to a competitive procurement, Fuss & O'Neill has been serving as Owner's Project Manager since 2016 during the design phase of the project and provides valuable continuity of services and familiarity with the design and all related issues; and

WHEREAS, Fuss & O'Neill has been and would continue to be an extension of town staff, representing the Town's interests from a financial and technical perspective; and

WHEREAS, engaging a firm less familiar with the design of the Facility will require a delay in project commencement, jeopardize Clean Water Grant Funding and could result in delays and other issues in the construction of the Facility;

NOW, THEREFORE, BE IT RESOLVED, that in accordance with Chapter V, Section 8, Paragraph (d) of the Enfield Town Charter, the Enfield Town Council does hereby determine that it is against the best interests of the Town to require competitive bidding for Owner's Project Manager Services Related to the Water Pollution Control Facility Upgrades; and

BE IT FURTHER RESOLVED, that the Town Manager is authorized to engage Fuss & O'Neill as Owner's Project Manager for Services Related to the Upgrades Plant Construction pursuant to that firms' existing contract for On-Call Consulting & Engineering Services.

Councilor Deni stated everything seems to be time sensitive, and they keep waiving bids, and he's against waiving bids.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #4526** adopted 9-1-0, with Councilor Deni voting against the resolution.

RESOLUTION #4527 by Councilor Arnone, seconded by Councilor Falk.

WHEREAS, work is concluding on the WPC Facility Design and Bid Process;

WHEREAS, the Town now wishes to move expeditiously with construction efforts related to the Water Pollution Control Project Facility Upgrade; and

WHEREAS, next steps require engaging a consultant for construction administration including resident project representation, and related design and consulting work; and

WHEREAS, CT DEEP has confirmed in writing that the 2013 QBS process that led to the selection of Woodard and Curran for Facilities Plan work is valid. The Town is not required to conduct a new consultant procurement; and

WHEREAS, engaging a firm less familiar with the design of the Facility will require at least a four-month delay in project commencement, jeopardize Clean Water Grant Funding and could

result in delays, additional change orders, increased construction costs and other issues in the construction of the Facility;

NOW, THEREFORE, BE IT RESOLVED, that in accordance with Chapter V, Section 8, Paragraph (d) of the Enfield Town Charter, the Enfield Town Council does hereby determine that it is against the best interests of the Town to require competitive bidding for Construction Administration, Consulting and Engineering Services related to the Water Pollution Control Facility Upgrades; and

BE IT FURTHER RESOLVED, that the Town Manager is authorized to execute an agreement with Woodard and Curran for such services, subject to the review and approval of the Town Attorney.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #4527** adopted 9-1-0, with Councilor Deni voting against the resolution.

PUBLIC COMMUNICATIONS

Richard Woska, 37 Neelans Road

Stated his understanding it was the intention of this Council to have a proper evaluation occur at Barnard School sometime over the last two weeks, which did not occur. He feels it's unfortunate that did not occur because they may have lost an opportunity to more readily identify a problem because it was mitigated to some degree.

Mr. Woska stated there was a substitute teacher in that particular area of Barnard School over the last week because of the staff member who was unable to be there for health reasons. He questioned if anyone had an opportunity to interact with that individual to get an assessment on the environment in that period of time since it seems to be incredibly impactful against children.

He questioned how the Town Council shares information with the Board of Education, the Superintendent of Schools, the Town Manager's Office and Facilities Maintenance when there's an issue such as this.

Jack Sheridan, 7 Buchanan Road

Stated his belief a referendum was passed for the money to do sewer modifications. He questioned why they are now voting on the monies. He questioned if this is additional money.

Robert Tkacz, Woodgate Circle

Stated Enfield has good roads, and good roads result in high speeds, i.e., Shaker and Maple Roads. He questioned removing a stoplight, and he noted there could be a fatal collision. He pointed out people don't stop for stop signs.

Mr. Tkacz stated roads in Massachusetts are terrible, but Connecticut roads are very good. He noted politicians keep saying tolls are needed because there isn't enough money to fix the roads.

He stated the school parking lots in Enfield are in bad condition. He noted the Enfield Street School parking lot was recently patched.

He concluded stating Enfield should have a program that fixes the worst things first.

COUNCILOR COMMUNICATIONS

Councilor Arnone stated according to Town Charter, communications between the Council and Board must go through the Town Manager.

As concerns what was done with Woodard and Curran and Fuss & O'Neill, Councilor Arnone stated the Council just moved those companies from design phase to construction phase. He noted those companies have already been in the process since 2013, and it's all been vetted through DEEP so it's a technicality to move those over to construction because they're now ready to roll on improvements to the sewer plant.

Chairman Ludwick stated the Enfield High School girls' basketball team won this evening.

ADJOURNMENT

MOTION #4528 by Councilor Muller, seconded by Councilor Deni to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #4528** adopted 10-0-0, and the meeting stood adjourned at 9:00 p.m.

Respectfully Submitted

Jeannette Lamontagne
Secretary to the Council

Suzanne F. Olechnicki
Town Clerk
Clerk of the Council

Appended to minutes of
March 5, 2018 Regular
Town Council Meeting
See Page 12

RESOLUTION NO. _____

RESOLVED, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the following transfer is hereby made.

TO:	Town Clerk		
Technical Services	10160100-534000		\$1,500.00
FROM:	Town Clerk		
Furniture & Fixtures	10160100-573300		\$1,500.00

CERTIFICATION: I hereby certify that the above-stated funds are available as of February 21, 2018.

John Wilcox, Director of Finance

Date:

APPROVED BY: _____
Bryan R.H. Chodkowski, Town Manager

Date:



TOWN OF ENFIELD

TO: Enfield Town Council

FROM: Bryan R.H. Chodkowski,
Town Manager

DATE: March 16, 2018

RE: Projects & Activities Report (PAR)

CC: Town Department Directors &
Direct Reports

The following is a brief summary of activities and their progress over the last two weeks. The title-lines highlighted in yellow represent areas where information reported has changed from previous Projects & Activities Reports.

TOWN MANAGER'S OFFICE:

General Comments: Here are a few updates for Council on items of interest;

EHS/Route 5 Traffic Signal: I have been provided additional direction by Leadership and will be reaching out to Mr. Carlino at DOT to further this project.

Fire District MOUs: Final review of the draft MOU with the Districts provide no significant issues. The Districts will now seek authorization to sign the agreement. This issue will be brought before Council in April. This item will be removed from future PARs.

FY18-19 Budget: At present, my office; in partnership with the Finance Department, remains largely dedicated to the budget process.

Council Goals: Staff has provided suggested goals for Council's consideration in the areas of:

- Facility Management & Consolidation;
- Improving/Elevating Thompsonville; and
- Revenue/Expense Diversification.

These suggestions will be summarized and presented for Council's consideration in the future.

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TOWN OF ENFIELD

ETV:

Interorganization Support: ETV provides support and service to a variety of agencies in Town. A few of these services currently being provided by ETV are as follows:

First Readers: Filmed and running on ETV and on our YouTube web page.

EDP Recruitment Video: Sent preliminary script to EPD for review for new Chief interview.

FINANCE:

Tax System: Please see the update provided in the INFORMATION TECHNOLOGY section of this report.

Budget: Departments submitted their budgets by March 5. The Finance Director and Town Manager have begun reviewing the submitted budgets with the departments.

October 1, 2017 Grand List: Notices of real estate and personal property assessment increases were sent to property owners by March 2. Taxpayers who do not agree with their assessment have until March 20 to submit a request for appeal to the Board of Assessment Appeals. These requests will be heard in April. Currently, we have received 23 requests, which is consistent with prior non-revaluation years.

LIBRARY:

Library Services & Programming: The Library constantly strives to provide quality services and changing programs to meet the needs of both adult and youth audiences. Highlights of our recent efforts in these areas are as follows:

Adult Programming:

- On March 14, the SRL Irish Dance Academy will performing just in time for St Patrick's Day. The program will feature performances by SRL's talented students, history, and information about Irish dancing as well as free mini-lesson for all ages.
- Upcoming Friday Films include *Victoria and Abdul* on March 16 and *Tulip Fever* on April 6.
- Author Margaret Webster will be here on 3/20/18 to discuss her book *Lessons from the Road: USA*.



TOWN OF ENFIELD

LIBRARY (CONT'D):

Library Services & Programming (Cont'd):

Children's Programing:

- Family Movie Night will be on Friday, March 16. We will be showing *Coco*.
- The Builder's Club will be meeting on March 23.

Committees and Commissions: Cultural Arts met with the Opera House Players and got a tour of the 100 High St. property. A vote was taken to conditionally accept their grant proposal.

Friends of the Library: Katie Werth will be attending the upcoming Friends board meeting to make some funding requests for our Summer Reading programs. The Friends will be sponsoring a visit from author, Christine Whitehead, who will discuss her book, *Hemingway's Daughter*.

Funding Information Network: Sam Lee and Katie Werth attended an onboarding meeting with the Funding Information Network on March 9.

First Readers of Enfield: 76 students were recognized at the ceremony on March 5.

HUMAN RESOURCES:

Local 1029 Union: The Town and Union met today and discussed the High Deductible Health Insurance language. Next negotiation sessions are scheduled for March 29 and April 12.

Teamster's Union: On March 19, 2018, the Town Council needs to vote this contract up or down, or it becomes automatically approved by law.

Police Contract: Both parties are looking at commencing negotiations sometime in May.

Chief of Police Position: On March 12, 2018 the Enfield Town Clerk swore in Alaric J. Fox as the new Chief of Police for the Town of Enfield, CT. This item will be removed from future PAR reports.

[This portion intentionally left blank]



TOWN OF ENFIELD

HUMAN RESOURCES (CONT'D):

Employees on the Move:

New Hires:

Police Chief	Alaric J. Fox	March 12, 2018
Teacher Aide (p/t)	Kelsy Prucker	March 15, 2018
Cook (p/t)	Jason Diulio	March 16, 2018
Acting Director ADC	Joanne McKeown	March 19, 2018
Dispatcher	Carley Moticka	March 19, 2018

Separations

Parent Educator	Kelly Egan	March 16, 2018
Administrative Assistant	Elaine Olson	March 22, 2018
Children's Librarian	Joan Duggan	April 18, 2018

TOWN CLERK:

Records Management: Work on the Historic Preservation Program Grant continues. The fourth shipment of Town owned building/property maps and drawings were sent out on February 21 and downloaded into the Town's SharePoint file. Records Management is preparing for the March 7 Social Services staff meeting to discuss record retention requirements. Additional calendar year disposal authorizations are being drafted to allow disposal of eligible records and create much needed space for newly accessioned records.

Town Clerk: The office is planning to begin eRecording with our land record company. The agreement has been signed and we expect installation to begin soon. Contracts with submitters have been reviewed and approved and will be delivered to the various companies.

POLICE:

Personnel Matters: A Swearing-In Ceremony was hosted for Chief Fox on Monday, March 12 in Council Chambers.

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TOWN OF ENFIELD

DEVELOPMENT SERVICES – BUILDING SERVICES:

Mayfield Apartments: The Certificates of Occupancy have been issued for 16 buildings; a total of 160 apartments. Five other buildings are at various stages of construction.

St. Adalbert School: Units 1-15 are being drywalled and painted. Units 16-20 the contractors are still working on rough-ins.

Yankee Casting: CO Application is in and inspection is scheduled for March 15. We are still waiting on final reports of Statement of Special Inspections from two engineers.

Conval: Work is nearing completion and a Certificate of Occupancy is close to being issued. Modification for mezzanine granted by State of CT.

Presstek: CO Application received. No final inspection is scheduled yet.

Stop & Shop Plaza: Permits have been issued for three new tenant spaces. One is an urgent care provider (project is in framing stage). One is a Sprint cellphone store. The third is for a future unknown tenant.

Powder Hollow Brewery: New location at 119 Post Road is about 80% complete.

Camerota Truck: 247 Shaker Road - Currently being rebuilt after a fire and the foundation is in.

Starling Physicians: 160 Hazard Ave - New medical office building, the first tenant fit out started.

Electronic Storage of Plans: The Building Inspection Division, in cooperation with the Town Clerk's Office, received a State grant to digitize Town building plans. If funds survive this list, commercial building plans will be next. We anticipate applying for the same grant next fiscal year. We have sent our fifth batch to Scan Optics and continue to sort through plans to prepare them for scanning.

95 High St: Molina's Café will be taken over by Sarape's with limited hours. Sarape's intention is to eventually move their existing business entirely from 917 Enfield St to the 95 High St location.

Preferred Display: A permit was issued for the carbon filter unit to eliminate the odor that has been emanating from the property. The unit is in place and was inspected however we do need to do a reinspection. Hopefully this will resolve the issues with the odor complaints from the neighboring properties.



TOWN OF ENFIELD

DEVELOPMENT SERVICES - COMMUNITY DEVELOPMENT:

Transit Oriented Development Strategy: Staff is coordinating a meeting of State TOD planning consultants, Enfield consultants, engineers working on river access project, and our Brownfield's Coordinator.

Transit Center: Site clearing activities were performed on January 24. Geo-tech soil borings, ground water monitoring, and hazardous material sampling has begun. Assessment work should be completed by the Spring of 2018.

Transportation Funding: TIGER Grant funding cycle has opened. Staff is meeting with CRCOG to discuss projects and process.

33 North River Street: Division is working with the CT Historic Trust and State Historic Preservation Office to obtain funding to properly preserve the historical elements of the property. The property is being considered for the National Register of Historic Places. The building is slated to be the centerpiece of the Enfield Transit Center project.

River Access Project: Staff met with engineers to review final plan changes and review boring sites. The next steps are to secure permits for environmental borings and to meet with other Thompsonville consultants to ensure teams are working in the same direction.

98 Prospect Street: Staff is meeting with the consultant on the project and arranging a meeting with Kelly Fradet.

28 South River Street: This property was acquired by the Town on February 7. Next steps include securing buildings and cleaning up the grounds while we work on a long-term redevelopment plan.

Brownfield ESA Phase I: Environmental Site Assessment draft reports have been completed for the former Strand Theater and the Levitz property on North River Street and submitted to the Town and State. The Town is working with CRCOG and the State to obtain *Phase II* Assessment and clean-up funds for future redevelopment of these sites.

Thompsonville Bike Path: We continue to work with the Capital Region Council of Governments to move the LOTCIP funded project forward. Changes to the application to narrow the scope of the project have been completed and submitted to CRCOG. The application plans must be approved by CT DOT. Next steps include development of construction plans and designs.

CDBG Small Cities: Our office is working on the submission of a new CDBG application for Housing Rehabilitation. Applications are due on April 12, 2018. The Town will host public participation meetings for this project.



TOWN OF ENFIELD

DEVELOPMENT SERVICES - COMMUNITY DEVELOPMENT (CONT'D):

Housing Rehabilitation Program: Our office continues to receive requests for rehabilitation assistance and have recently closed out 2 projects. We are assisting clients with funds from program income generated from past loans although those funds are decreasing rapidly. The Loan Review Committee is also looking for 2 new members.

DEVELOPMENT SERVICES – ECONOMIC DEVELOPMENT & ADMINISTRATION:

90 Alden Ave: Staff met with Alden Avenue (St. Adalbert's residential project) developer and owner of Mountain Laurel Shoppes owner. They will continue discussions to possibly redevelop the shopping center and several additional parcels as a master-planned development.

Enfield Square: Staff was asked to check on the parking of retail automobile dealer cars on the site. The management of the Square and Planning and Zoning Division staff are working with the dealership to move the cars once improvements are completed at the automobile dealership.

Preferred Display Inc.: The agreement has been completed and Preferred Display is currently reviewing it.

Presstek: An article about Presstek was picked up by local press. This item will be removed from future PARs.

Economic Development Toolbox:

Permitting Process: The Planning and Zoning Division is working with administration to develop a project review timeline. PZ staff have created a draft of review schedule and supporting documents for applicants. Comments have been sent back to staff.

Tax Increment Financing (TIF): TIF Policy is complete.

Property Maintenance: Town Attorney's Office has completed its review of the document. Staff made revisions and sent to Finance. Staff has arranged a meeting with Habitat for Humanity to tour several properties for redevelopment or restoration.

Nathan Hale Adaptive Reuse: Staff met with potential developer in Seymour, CT. Staff is working with the developer on a draft agreement for adaptive reuse of the building and site. In addition, the Enfield Agriculture and Conservation Commissions met with staff on site to kick-off planning for regional agriculture economy summit to be held next winter. The adaptive reuse proposal is to utilize the space for active senior residences with a local agriculture small business component.



TOWN OF ENFIELD

DEVELOPMENT SERVICES – ECONOMIC DEVELOPMENT & ADMINISTRATION (CONT'D):

Town-Owned Properties Sales: Town Attorney's Office completed review of the RFQ for real estate services. Staff revisions complete. Given to the Finance Department for final review.

878 Enfield Street: Agreement has been approved by Town Attorney's Office is awaiting final signature.

946 Enfield Street: Staff worked to help applicant resolve issues with the redevelopment of the site. Applicant is responsible for supplying staff with plans consistent with previously approved plans (building and site) and for completing the project within the conditions of the approvals.

100 High Street: Staff submitted draft agreement to Town Attorney's Office for review. Comments sent to Opera House Players.

Enfield High School: Staff met with Division, Fire, and Public Works staff to reach a decision about resolution to zoning issues (lighting and dumpsters). If successful, Certificates of Occupancy may be signed.

DDS Public Information: Staff has created Economic Development Commission teams to work on public information, public relations, and outreach projects.

Conservation Commission/Agriculture Commission: Commissions reviewed and submitted comments to IWWA about two new development projects.

Economic Development Commission: EDC met February 28. Three committees formed to work on Outreach and Education; Development Permitting Process and Procedures; and Transit Oriented and Tax Increment Financing Messaging.

Transportation Planning: Staff working with CRCOG and DOT to finalize scope of work for RT 190 and RT 220 traffic study. Study will be used to support TIF and Transit-Oriented Development (TOD) planning and implementation efforts.

Community Gardens and Farmers Market: Town of Enfield DDS received a \$1500 grant to rebuild garden boxes and enhance the site. Press release and application for 2018 Farmers Market developed and ready for distribution. The name has been updated to The Enfield Regional Farmers Market.

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TOWN OF ENFIELD

DEVELOPMENT SERVICES – PLANNING & ZONING:

River Gateway: Work continues on the River Gateway Project. The goal is to put forward a vision that:

- supports the current residents and business in the area
- develops future opportunities to grow and sustain the area
- presents specific examples of how changes in Zoning can open up opportunities that can take hold consistent with the market

Four existing zoning districts would be replaced by four new districts and regulations.

The three case study areas are:

- Main/Pleasant/Chapel/Church Block
- Keller Avenue Enfield Building and Grounds site
- Prospect St Industrial zone

As the work moves forward, public workshops will be held. The goal is to complete the consultant work by June and have new regulations in place by September 1.

91 Simon Road: The Scantic Villages - 36 lot subdivision. Revised plans submitted on March 12 in response to PZC comments. Applicant has asked for extension till April 5 for continuation of public hearing.

Large Area Flexible Multi-Family Housing Zoning Regulation: Enfield Properties, LLC applicant... PZC to hold informal discussion on March 15.

King St: 2 proposed industrial buildings totaling 600,000 square feet to be used for distribution and flex-use. Applicant submitted third set of all new plans on February 23. Public Hearing to be held March 20.

2 Connecticut Avenue: ZBA Variance application on lot size for commercial application. Variance filed on Land records March 7. Applicant submitted PZC plans March 8.

Target: Proposed facade improvements and new signage. Target provided a clear roadmap on the Special Permit process with PZC

St Francis Hospital: Conducting a feasibility study on expansion of facilities on Hazard Avenue.

Camerota Trucks: Application for large addition to 80 Shaker Rd.

143-149 Elm St: The Shops at Elm Street Square.

Zoning Regulation Revision: Chicken/fowl regulations reviewed by PZC and authorized for scheduling for public Hearing. Reviewed by CRCOG. Scheduled to be heard on April 5.



TOWN OF ENFIELD

EMS:

Community Relations: EMS "Show and Tell" was provided to the children and staff at Bright Beginnings. EMT Katie Scibella delighted all with her knowledge and humor.

Training: We have piloted and adopted a hybrid Advanced Cardiac Life Support renewal program. This allows Paramedics to complete the didactic training during down time. Hands on skills are completed in the station with one of our ACLS Instructors.

Personal Highlights: Of note was a thank you from a local family to Paramedics Todd Cushing, Brennan McGuire, Nick North, and James Kearney for "doing all they could" during a difficult call.

INFORMATION TECHNOLOGY:

Current/Recent Projects: The Information Technology Department continues to work on a variety of projects. Some of the more notable projects are as follows:

SQL Server Upgrade: We completed upgrading our SQL server. The update brings the database system software up to the current version; addressing security and other functional improvements.

QDS Tax System: IT has built and set up a temporary server for QDS Tax System and the Finance Department has access to this server. The permanent new server will be ready on March 8, 2018. Final export of the data will be March 15 with access training on March 26. The "Live" date for the new tax system is April 2.

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TOWN OF ENFIELD

RECREATION:

Recreational Programing:

- Spring program registration has begun.
- Dolphins Swim Team spring/summer information is now online for viewing.
- The Recreation Department is offering a Lifeguarding Class starting in March. Contact the Recreation Office for more details.
- Adult Open Gym Basketball moved to the Angelo Lamagna Activity Center on Tuesday, March 6.
- Camp Tons-O-Fun registration begins Friday, March 16 at 9:00 am. Camp is for Enfield residents only.
- Spring session of Adult Yoga held at Parkman School begins on Tuesday, March 27.
- Babysitter 101 and Babysitter 102 Safety Courses are being offered at the Angelo Lamagna Activity Center on Tuesday, April 10 during school vacation.
- Field Hockey Clinic for participants in grades 5-8 is being offered on Wednesday evenings at Enfield High School starting April 18.
- Spring Swim Lessons at JFK start on Saturday, April 21. Limited spots are still available. Spring swim lessons are for Enfield residents only.
- Tiny Hawks (ages 3-4) and Mini Hawks (ages 5-7) are being held on Wednesday evenings at Parkman School starting May 9.

For complete program information, visit the Town's website: www.enfield-ct.gov/recreation.

Liaison Committees: The Athletic Hall of Fame has announced they will hold their banquet and golf tournament on the same weekend this year. The banquet will be held on Saturday, September 29 and the golf tournament will be held on Sunday, September 30. Visit their website at www.enfieldathletichof.org.

SOCIAL SERVICES:

Service Programing: The Department of Social Services constantly strives to provide quality services and programs to meet the needs of the community. Highlights of our recent efforts in these areas are as follows:

Neighborhood Services:

- The Enfield Elks donated \$300 to the Emergency Fuel Bank.
- Jessica Russell, our Neighborhood Services Social Worker, who also serves as the Town's Municipal Agent for Veteran's is coordinating with Rep. Strokes' office to help distribute donations received at his recent event.
- Ten new community referrals were generated from the late February press release on the Isolated Seniors pilot project. Home visits have been completed for those families. All of them were eligible for additional assistance that they were unaware of.



TOWN OF ENFIELD

SOCIAL SERVICES (CONT'D):

Service Programming (Cont'd):

Neighborhood Services (Cont'd):

- The Deputy Director of Social Services is preparing two grants for submission to the North Central Area Agency on Aging to provide continuation funding for the Isolated Senior Community Outreach and Elderly Outreach Programs.
- The Annual Volunteer of the Year nominations are being accepted through March 16. Applications are available at our High Street Office and on-line through the DSS webpage. The Award Ceremony will be held in Town Council Chambers at 10:00 am on Friday, April 27 with a reception to follow in the Enfield Room.

Senior Center Update:

- Two new classes are being added to the programming at the Senior Center – Laughter Yoga and Simply Stretch & Strengthen PLUS.
- The monthly Friday night performances are scheduled through November 2018.
- The Senior Center kitchen and dining rooms floors are scheduled for a cleaning and polishing in mid-May. Patrons and staff will not have access to those rooms for two days. Arrangements have been made with CRT to provide box lunches with seating in the Great Room available for lunch patrons.
- The Senior Center will host a “Volunteer Fair” on Wednesday, April 25, co-sponsored by the United Way. Patrons will have access to information on the full range of local volunteer opportunities listed in the 2-1-1 InfoLine database.

Friends of the Senior Center Update:

- The FoSC was given the contact information for the newsletter representative from the Journal Inquirer to directly make those arrangements to again publish the names of those who donate to the FoSC in the monthly Front and Center Newsletter.

Commission on Aging:

- The annual Symposium is being planned for June. This year, Evites will be sent rather than written save-the-dates announcements and invitations. Symposium planning members have been asked to submit their e-mail distribution lists for the Evites. The focus of the discussion will be protective services for the elderly. Jessica Russell, our Neighborhood Services Social Worker, will be part of the panel that presents at the Symposium.
- The Isolated Senior Outreach Project funded by the NCAAA and co-sponsored by the Enfield Food Shelf will be highlighted for a March “Senior Views” cable TV program with Kathleen Souvigny as the special guest. Senior Views is a COA-sponsored activity.
- The Deputy Director of Social Services is preparing a grant application for submission to the North Central Area Agency on Agency on March 16 to provide financial support for the Senior Minor Home Repair Program. The COA is providing a letter of support to accompany the application.



TOWN OF ENFIELD

SOCIAL SERVICES (CONT'D):

Service Programming (Cont'd):

Enfield Child Development Center:

- The Center continues to be full in all its programs, maintains a waiting list and is beginning enrollments for the summer and confirming fall.
- The Center is planning its annual Talent Show fundraiser which will be held at the High School on Friday, May 4. This is the center's largest fundraiser where all of the classrooms perform on stage and an auction is held
- The Center is hiring for summer employment as the school age children will be present all day. We plan an active program of sports, recreation, reading, walking trips, swimming and more.
- Kim Metacarpa, part-time cook from the Mark Twain Weekend Meal Program, has been promoted to the full time cook position at the Child Development Center.
- The Enfield Child Development Center successfully achieved their NAEYC (National Association for the Education of Young Children) accreditation. The Center was one of the few centers nation-wide to achieve re-accreditation in the new stream-lined approach. The Center scored 99% or above in all 10 standards and accreditation is valid for 5 years.
- The Center will be hosting a Little Cesar's pizza fundraiser. Sales officially start on March 16. The Center will receive \$6 for every kit sold.
- The Center received a donation from a parent who works at the Spacefitters company. The parent had his company drop off a pallet of paper (one ton) to help during the budget freeze. The children and staff at the Stowe Early Learning Center are very grateful!

Family Resource Center:

- The Deputy Director of Social Services is preparing a grant application for continuation funding to the North Central Area Agency on Aging for the Grandparents Raising Grandchildren Support Group.
- The FRC's Parent Educators monthly Coffee and Conversation Hour at our Stowe site allows parents to discuss the joys and challenges of parenting while children participate in supervised activities in the FRC.
- The FRC collaborated with KITE's Father Engagement Coordinator on an evening "Dads Night Out" to build some materials for the Play Lab at Stowe and a "Guys and Kids Night Out" which included interactive activities for children.
- FRC staff are participating in planning events for the Week of the Young Child which is April 16-20 and Enfield Unplugged which will be held during the first week of May.
- Through grant funding, the FRC Parent Educators will be offering the Raising Readers Parent Book Club starting at the end of April. This is a seven-week program for parents to learn more about helping increase their children's literacy development and helps build their home library by provides them with a new children's book each week.



TOWN OF ENFIELD

SOCIAL SERVICES (CONT'D):

Service Programming (Cont'd):

Adult Day Center:

- Joanne McKeown, a ADC nursing staff member since 2014, will be stepping into the role of Acting Adult Day Center Director on Monday, March 19.
- The ADC staff is preparing for a CACFP audit for the lunch reimbursement program that is scheduled for April 17.
- The average daily census for the ADC during in March remained 13 patrons/day. One re-enrollment & one new enrollment are pending.
- Staffing remains at 4.5 FTEs and will increase to 5.5 FTEs on March 19 when the Acting Director assumes her duties.
- One per diem CNA has not submitted the required paperwork to meet DPH regulations.
- The ADC is currently holding its annual Yankee Candle fundraiser. Those interested in making a candle purchase to benefit the ADC can contact Lynn Daniel @ 860-763-8816.
- The Deputy Director of Social Services is preparing two grants for submission to the North Central Area Agency on Aging on March 16 to provide funding support for ADC CNA staffing.
- We renewed the catering contract with the Community Renewal Team and as of March 1, CRT has been delivering ADC lunches. The lunches are reimbursable from the state CACFP program.

Transit Services:

- Transit Services has submitted a grant to the state Department of Transportation for funds to purchase a Dial-A-Ride new bus and funds to cover the expenses for Magic Carpet.
- The Town of Somers received a comprehensive proposal and cost-estimate to develop a Magic Carpet route that would continue down RT 190 into Somers and will be considering the proposal over the next few weeks.

Youth Services:

- Youth Services received notice that the Community Renewal Team is not able to provide food services this summer to the Youth Center for the Summer Meals Program. We've reached out to CRT for clarification on this and the elimination of ERfCs summer lunch program.
- Staff and Community Members travelled to Tampa this week for a mandatory CADCA conference funded by our DFC grant. The Team will be developing a community a plan to reduce youth substance abuse.



TOWN OF ENFIELD

PUBLIC WORKS:

DPW Video: A new video about DPW, produced by UCONN, is now posted on the DPW home page. Please take a few moments to view it. <https://www.youtube.com/watch?v=g-d5Cqio6GI&feature=youtu.be>

DPW Management Study: Novak Consulting Group has been on site this week conducting interviews and focus groups with staff. Additional interviews with Department Directors have been re-scheduled for the week of March 26. A meeting with the union representatives is taking place on March 15.

Budget: DPW staff submitted all budget documents on March 2. A review meeting with the Town Manager and Finance Director will take place on March 16.

Snow: Including the storm of March 13, we now have experienced 20 events requiring overtime/road treatments and/or contractors. Overtime and contractor budgets have been exceeded. Budget transfers will be required.

Referenda Support: DPW staff, at all levels, is currently supporting three referenda projects: Energy Performance Upgrades, Water Pollution Control System Upgrades, ROADS 2015 and JFK (as recommended by the Joint Facilities Committee). Brief updates, where appropriate, are included below.

2015 ROADS Project Updates: Updates on ROADS projects are regularly posted by ROADS Engineer, Donald Nunes on the Town's web site: <http://www.enfield-ct.gov/371/Construction-Project-Updates>.

Green Manor North: Eight bids were received on March 8, 2018, ranging from \$2.6M to \$4.1M. Staff is recommending award to the lowest qualified bidder, Spazzarini Construction.

Thompsonville Northeast: This project is out to bid. Bids are due on March 28. Residents have filed a petition regarding their sidewalks and the DPW Subcommittee approved their waiver request at their March 14 meeting.

Pine Grove-Tanglewood: This project is out to bid. Bids are due on April 4.

Bridge Lane: Will be going out to bid by end of month.

Pavement Preservation Year 3: Work is expected to resume as soon as the weather permits. Completion is scheduled for the end of April.

Thompsonville Southeast: After the two projects noted above go out to bid, this will be next on the list.



TOWN OF ENFIELD

PUBLIC WORKS (CONT'D):

Mullen Road: Staff is investigating alternatives to the current traffic island configuration at the intersection of Steele Road. Work is expected to resume as soon as the weather permits. Completion of the western portion of the road will take approximately two months and may be completed before summer

Town Farm Road: Finalizing construction documents now that environmental permitting is complete.

Pavement Preservation Year 4: Finalizing construction documents now that environmental permitting is complete.

Water Pollution Control Updates: Major activities continue as follows:

On-Call Wastewater Consulting Services: Proposals are due March 27 and we expect a good response. Due to the plant upgrade project, DPW's prior on-call consultant RFP&Q excluded wastewater tasks.

Plant Bids: The closing date for bid submittals was February 20. Staff will be recommending bid award, including alternate project bids, in the next week.

Clean Water Grant Fund Application: We are hoping to submit the application in early April. Resolution of the Amtrak matter is now the critical path.

Prison Funding: A meeting with the Department of Corrections (DOC) took place on February 26 to discuss the Town's recommended approach to funding. Once the Town provides a final number, the DOC will pursue through State legislature and pursue bonding.

Rate Study: Analysis and draft recommendations were presented at WPCA meeting on March 5. A follow up meeting with the WPCA Subcommittee is scheduled for March 15.

Amtrak: The Town Manager met with Representative Courtney on February 16 to seek assistance.

Consultant Contracts for Construction: Per the March 5 Town Council meeting, the Owner's Project Manager contract with Fuss & O'Neil and Woodard & Curran for construction administration.

Sewer Lining: Sewer lining was completed on Riverdale and Field Street. We plan to do South Street in the spring. Lining a problematic sewer on Sharp Street under Amtrak has been delayed.



TOWN OF ENFIELD

PUBLIC WORKS (CONT'D):

JFK Middle School PCB Issues: Fuss & O'Neill will continue quarterly sampling and reporting to EPA with the next quarterly sampling is scheduled for March 28 and 29.

DPW is working with Fuss & O'Neill on a detailed work plan to begin removal of interior expansion joint compound in the Central Hub during summer 2018. PCB analyses for these materials are pending and will be used to determine the extent of PCB infiltration from joint compound into adjacent building materials. Additional sampling may be required to identify the limits of impacted building materials.

Joint Facilities Committee: A Request for Proposals (RFP) for JFK Middle School architectural and consultant design team services was issued March 9 as a RFQ addendum during a mandatory building walkthrough for potential bidders. With RFQ/P responses due March 22, the Committee aims to select a team by April 4. The goal is to submit a revised conceptual design to the State before June 30.

The Committee started discussion about assessing Town-owned non-school facility use for possible future consolidation opportunities.

Henry Barnard School: Despite recent roof repairs, leaks continue in the building. The Joint Facilities Committee is evaluating a RFP for roof replacement at Barnard Elementary School. DPW has obtained preliminary roof drawings in support of the RFP.

A March 6 mold survey identified water stained piping insulation and wood framing above small sections of both north wings of the school. An abatement company promptly removed the stained insulation and cleaned, treated and sealed the wood. In addition, several small holes in the roof metal decking noted during the survey were spray sealed.

Energy Performance Contract Update: A project close-out meeting was held with Honeywell on March 14 during which time DPW signed the Project Acceptance Certificate. DPW will now be authorizing release of retainage (final payment). The warranty period for devices and equipment installed, including street lights, is effective April 1, 2018. The project now enters the measurement and validation phase to confirm guaranteed energy savings. Funds have been requested in the Non-Departmental budget for this effort.

- **Street Light Upgrade:** Eversource restored power to Freshwater Blvd two weeks ago. We are still waiting for Eversource power restoration on Palomba Blvd between Cranbrook and Elm Street. Eversource has advised us that their response to our recent streetlight outage work requests will be further delayed due to recent storms.



TOWN OF ENFIELD

PUBLIC WORKS (CONT'D):

Refuse and Resource Management: Friday pickup of yard waste is scheduled to begin April 6, weather permitting. Notices will be going out shortly. New door hangars, consistent with CT DEEP's "What's in/What's Out" recycling program, have been ordered. An unexpected check in the amount of \$137,000 was recently received from the CRR/MIRA Mid-CT project as part of the project close out activities. Enfield exited the project in 2012.

Freshwater Pond Dredging and Dam: The Town Manager has signed the Corps of Engineers' settlement proposal for an updated Mitigation Plan to comply with our 2002 permits. DEEP asked the Town to respond and re-submit. Staff is reviewing a draft response to the deficient (per DEEP) Emergency Action Plan. We are on schedule to submit to DEEP by the promised March 30 response date.

Still Meadow Water Supply: Staff was recently informed that the CT DEEP grant funds for this project have been rescinded. DPW prepared a CIP request for funding for the next couple of years of water testing, filters and supplies for the residents on Salerno Drive.

Truck Wash: This project is scheduled to go out to bid in the spring with construction in 2018. The bid package is going to be submitted to Finance this month.

Safety: DPW experienced one significant injury when a Fleet employee slipped and fell while working in the Fleet garage. The incident is currently under investigation. Captain Fred Hall of the EPD provided workplace violence prevention training for DPW employees on February 23. A third session is tentatively scheduled for B&G and WPC employees on March 19.

Municipal Stormwater (MS4) Annual Report: The report has been available for public comment at select locations around Town (Town Clerk, DPW, Library and Senior Center). Comments are due March 21 after which the report will be finalized and submitted to CT DEEP.



TOWN OF ENFIELD

February 21, 2018

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution to Approve a Four-year Collective Bargaining Agreement with TEAMSTERS Local # 671

Councilors:

Highlights:

- On June 13, 2017, contract negotiations for a successor contract commenced between TEAMSTERS Local # 671 (Magic Carpet and Dial-a-Ride) and the Town of Enfield.
- The Teamsters' Union currently represents 11 employees.
- The contract calls for wage increase of 2% for FY17-18, FY18-19, FY19-20, FY20-21.
- The increases in the employee's premium share for health insurance shall remain at 12%.
- The Union majority ratified these contract changes on February 14, 2018.
- To meet the 10-day posting process, this proposed new contract will be "tabled" at the March 5th Town Council meeting, posted on the Town's website under Human Resources and posted with the Town Clerk.
- To meet the statutory deadline, the Town Council must act on this contract by March 19, 2018 or else this contract will be deemed "approved" under § C.G.S. Sec. 7-474.

Budget Impact:

The estimated net increase to the budget over a four-year period is \$25,265 dollars or averaged to 1.86% annually.

Recommendation:

That the Town Council approve the attached Resolution.

Respectfully Submitted,

A handwritten signature in blue ink, reading "Steven V. Bielenda", is written over a horizontal line.

Steven V. Bielenda, Esq.
Director of Human Resources

Attachments:

1. Resolution.
2. Teamsters Contract (with revisions)

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

Resolution to Approve a Four-year Collective Bargaining Agreement with TEAMSTERS Local # 671

RESOLVED, that the Enfield Town Council does hereby approve the four (4) year collective bargaining agreement between the Town of Enfield and the International Brotherhood of Teamsters, Local # 671, for the period of July 1, 2017 through June 30, 2021.

Date Prepared: February 21, 2018

Prepared by: Steven Bielenda

McCarthy, Debra

From: noreply@civicplus.com
Sent: Tuesday, March 13, 2018 6:10 PM
To: McCarthy, Debra
Subject: Online Form Submittal: Application for Vacancy on Boards, Agencies & Commissions

Application for Vacancy on Boards, Agencies & Commissions

Date	3/13/2018
First and Last Name	Gretchen Pfeifer-Hall
Address	4 Somers Road
City	Enfield
State	CT
Zip	06082
Phone Number	860-749-6594
Second Phone:	860-212-0779
Email	gretchenph@snet.net
Occupation	Realtor
Occupation Phone Number	<i>Field not completed.</i>
Party Affiliation	Republican
Registered Voter	Yes
Name of the Board You Wish to Apply For:	Prison Town Liaison Commission
Appointment	Reappointment
Please outline your qualifications and how you feel you would contribute to the committee or commission:	I have been on the committee since it was first formed. I attend meetings on a consistent basis. I started the telephone tree for my neighbors before there was any technological form of notification. I would like to continue to represent my neighborhood.
Have you ever served on a Board, Commission or	Yes

Agency in Enfield or
elsewhere?

If so, please state name of
board, commission or
agency and time server:

Conservation Commission, Inland Wetlands & Watercourses
Agency, Assessment Board of Appeals

If this is a reappointment,
please list the number of
meetings attended during
the last 12 months:

3 or 4. They only meet quarterly.

If the committee or
commission which you
requested has no more
vacancies, would you
consider appointment to
another committee or
commission?

No

Email not displaying correctly? [View it in your browser.](#)

McCarthy, Debra

From: noreply@civicplus.com
Sent: Thursday, March 15, 2018 4:13 PM
To: McCarthy, Debra
Subject: Online Form Submittal: Application for Vacancy on Boards, Agencies & Commissions

Application for Vacancy on Boards, Agencies & Commissions

Date	3/15/2018
First and Last Name	Nelson Rodriguez
Address	38 Wheeler Dr
City	Enfield
State	ct
Zip	06082
Phone Number	86076300549
Second Phone:	8608181018
Email	neldee1292@yahoo.com
Occupation	Field not completed.
Occupation Phone Number	Field not completed.
Party Affiliation	Democrat
Registered Voter	Yes
Name of the Board You Wish to Apply For:	Prison Town Liaison Commission
Appointment	Reappointment
Please outline your qualifications and how you feel you would contribute to the committee or commission:	I worked 20 years for the dept. of correction retired 2005 very knowledgeable in this field.
Have you ever served on a Board, Commission or	Yes

Agency in Enfield or
elsewhere?

If so, please state name of
board, commission or
agency and time served:

Enfield Shaker pines lake Association (President) over 15 yrs.

If this is a reappointment,
please list the number of
meetings attended during
the last 12 months:

2

If the committee or
commission which you
requested has no more
vacancies, would you
consider appointment to
another committee or
commission?

No

Email not displaying correctly? [View it in your browser.](#)

McCarthy, Debra

From: noreply@civicplus.com
Sent: Tuesday, March 13, 2018 11:27 AM
To: McCarthy, Debra
Subject: Online Form Submittal: Application for Vacancy on Boards, Agencies & Commissions

Application for Vacancy on Boards, Agencies & Commissions

Date	3/13/2018
First and Last Name	Timothy Slade
Address	79 Brewster Rd.
City	Enfield
State	CT
Zip	06082
Phone Number	860 763-1889
Second Phone:	860 882-2467
Email	trs1vet@cox.net
Occupation	Retired
Occupation Phone Number	<i>Field not completed.</i>
Party Affiliation	Republican
Registered Voter	Yes
Name of the Board You Wish to Apply For:	Prison Town Liaison Commission
Appointment	<i>Field not completed.</i>
Please outline your qualifications and how you feel you would contribute to the committee or commission:	Present member
Have you ever served on a Board, Commission or	Yes

Agency in Enfield or
elsewhere?

If so, please state name of
board, commission or
agency and time server:

Prison Liaison Cmte. Commission on ageing

If this is a reappointment,
please list the number of
meetings attended during
the last 12 months:

4

If the committee or
commission which you
requested has no more
vacancies, would you
consider appointment to
another committee or
commission?

No

Email not displaying correctly? [View it in your browser.](#)



TOWN OF ENFIELD

March 12, 2018

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Approving Lease Renewal for Educational Resources for Children, Inc.

Highlights:

- According to the lease which began September 1, 2012 and is set to expire June 30 2019, ERFC must notify the Town of Enfield its intent to renew on or before April.

Budget Impact:

There is no budget impact.

Recommendation:

I recommend that the Enfield Town Council approve the attached resolution.

Respectfully Submitted,

Bryan R. H. Chodkowski
Town Manager

Attachments:

1. Resolution

ENFIELD TOWN COUNCIL

RESOLUTION No.

Resolution Approving Lease Renewal for Educational Resources for Children, Inc.

BE IT RESOLVED, Pursuant to Section 2, "Term", of the Lease by and between the Town of Enfield and the Educational Resources for Children, Inc., the Enfield Town Council does hereby approve the renewal of the lease for one additional term.

Prepared by: Town Manager's Office
Date Prepared: March 12, 2018



119B Post Road
Enfield, CT 06082

Phone: 860-253-9935
Fax: 860-215-8113

www.erfc.us
info@erfc.us

March 1, 2018

Bryan Chodkowski
Town Manager
Town of Enfield
820 Enfield Street
Enfield, CT 06082



RE: Lease Renewal

Dear Bryan,

It is the intention of Educational Resources for Children, Inc. (ERfC) to renew the lease with the Town of Enfield, dated July 5, 2012, for the seventh year term of September 1, 2018 to June 30, 2019.

It is my understanding that all terms of the lease remain the same.

Sincerely,

Claire C. Hall, M.Ed
Executive Director